

# **GRANADA SANITARY DISTRICT**

## **OF SAN MATEO COUNTY**

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## **MINUTES**

### **BOARD OF DIRECTORS REGULAR MEETING**

### **November 17, 2005**

**CALL MEETING TO ORDER:** The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Clark at 7:36 p.m.

**ROLL CALL:** Attending Directors: President Matthew Clark, Vice President Leonard Woren, Secretary Fran Pollard, and Board Member Gael Erickson. Treasurer Ric Lohman was absent.

Attending Staff: General Manager Chuck Duffy, Administrator Delia Comito, and District Legal Counsel Jonathan Wittwer.

**PLEDGE OF ALLEGIANCE:** President Clark led those present in reciting the Pledge of Allegiance.

### **GENERAL PUBLIC PARTICIPATION**

### **ACTION AGENDA**

- 1. Re-consideration of Semi-Annual Variance Application: Daniel Polk, APN 047-212-100 at Palma & Ferdinand, El Granada, proposed Single-Family Dwelling.**  
The Board President provided opportunity for the Applicant and other interested persons to be heard by the Board. Applicant Daniel Polk made a presentation and answered questions as the Applicant. Lynette Curthoys made a presentation and answered questions as an interested person. The Board discussed the item at length. The Board tabled the item to a future meeting pending resolution of two items: 1) Clarification that the plans recently submitted to the District were the same as those approved by the County of San Mateo, and confirmation that the plans originally submitted to the District prior to the District's previously approved Variance included the changes shown on the recently submitted plans; and 2) An opinion from the District Counsel on whether approval of this variance is consistent with District Code Section 603(03)(xi).

**2. Public Hearing: Consideration of a Resolution Approving Amended Noncontingent Assessment, Sewage Treatment Facility Improvements Integrated Financing District, Amendment 9.**

President Clark opened the public hearing for discussion, and hearing no objections or protests, President Clark closed the public hearing. Staff reported there were also no written protests received.

**ACTION:** Director Woren moved to approve the Resolution Approving Amended Noncontingent Assessment, Sewage Treatment Facility Improvements Integrated Financing District, Amendment No. 9 (Res. 2005-010). (Woren/Pollard). Approved 4-0.

**3. Consideration of Resolution Approving Reimbursement of a portion of the supplemental funding provided by the District for the portion of the costs of the project not financed by the prior Bonds.**

**ACTION:** Director Pollard moved to approve the Resolution Approving Reimbursement of a portion of the supplemental funding provided by the District for the portion of the costs of the project not financed by the prior Bonds (Res. 2005-011). (Pollard/Woren). Approved 4-0.

**4. Consideration of Changes to the Granada Sanitary District Ordinance Code and Secondary Codes.**

The General Manager presented staff's suggested revisions to Article 6 of the District Code. The board suggested several changes to individual sections, and also asked that several items be clarified by Legal Counsel. The changes discussed will be incorporated in the final Code for future Board consideration.

**5. Consideration of Class 3 Reimbursement Agreement - Guntren**

Staff noted that the developer's wastewater contribution called out in Section 1(e) of the agreement should be changed from 12 to 11 ERU's.

**ACTION:** Director Woren moved to approve Class 3 Reimbursement Agreement as amended above. (Woren/Pollard). Approved 4-0.

**6. Consideration of Application to LAFCo for Possible Reorganization into a Community Services District, and Possible Action on Related Matters.**

The General Manager pointed out the changes included in the attached LAFCo application for reorganization. After general discussion, the Board directed staff to continue with the application process and refinement concurrent with attempting to arrange a meeting with the City of Half Moon Bay staff and CSD Ad-Hoc Committee.

**7. Approval of expenditure for 3<sup>rd</sup> floor District Office improvements.**

**ACTION:** Director Pollard moved to approve the tenant improvements shown on the plan included in the agenda packet for a not to exceed amount of \$8,000. (Pollard/Woren). Approved 4-0.

## **CONSENT AGENDA**

Director Woren requested that Item 10 be held for discussion.

- 8. Approval of Special Meeting minutes for October 20, 2005.**
- 9. Approval of Regular Meeting minutes for October 20, 2005.**
- 11. Approval of Assessment District Administrative Costs Fund distribution #27 totaling \$19,779.15**
- 12. Approval of October 2005 Financial Statements.**
- 13. Approval of Amendment to Website Policy.**

**ACTION:** Director Woren moved to approve Consent Agenda items 8, 9, 11, 12, and 13. (Woren/Pollard). Approved 4-0.

- 10. Approval of November 2005 warrants totaling \$107,818.13. (Check #2150 – 2179).**

Director Woren requested that staff verify that check no's. 2154 and 2155 do not represent a double payment for meeting attendance.

**ACTION:** Director Woren moved to approve Consent Agenda item 10 subject to staff verification of the checks mentioned above. (Woren/Erickson).  
Approved 4-0.

## **DIRECTORS' COMMENTS AND COMMITTEE REPORTS**

- 14. Sewer Authority Mid-Coastside.**

Director Woren provided a report on actions from the last SAM meeting, including the purchase of a new flusher truck and the calculation of treatment costs associated with possibly serving Nurseryman's Exchange.

- 15. Report on other seminars, conferences, or committee meetings.**

## **INFORMATION CALENDAR**

- 14. Treasurer's Report.**

None.

- 15. General Manager's Report.**

None.

- 16. Administrator's Report.**

None further to report.

- 17. Attorney's Report.**

None.

Director Woren requested that the Board consider adding an item to the agenda for consideration of the District's response to the County of San Mateo's Local Coastal Plan (LCP) Update.

Director Woren moved to add an Urgency Item to the end of the Action Agenda to discuss the District's comments on the San Mateo County 2003 Housing Element Revision.

moved to find that Item (1) regarding the Housing Element came to the attention of the District Board subsequent to the posting of the agenda, and

**18. Addition of Item to Agenda:**

**ACTION:** Director Woren moved to: 1) find that the need to add an item to consider a District Response to the recent County Staff Report regarding the County of San Mateo's Local Coastal Plan (LCP) Update came to the attention of the District subsequent to the agenda being posted; and 2) that there is a need to take immediate action because the Board of Supervisors Hearing on such matter was scheduled for December 6, 2005. (Woren/Pollard) Approved 4-0.

**ACTION:** Director Woren then moved to add an Urgency Item to the agenda to discuss the District's response to the recent County Staff Report regarding County of San Mateo's Local Coastal Plan (LCP) Update. (Woren/Pollard) Approved 4-0.

**19. Consideration of District response to the County of San Mateo's Local Coastal Plan (LCP) Update.**

The District Board discussed its concerns regarding the adverse effect of various aspects of new recommendations of the County Board Subcommittee as set forth in the Staff Report to the extent that such recommendations relate to the District's wastewater collection and transmission services and capacity.

**ACTION:** Director Woren moved to: 1) Direct District Counsel Wittwer to draft a letter, incorporating the Directors comments, outlining the District's position on the various recommendations contained in the County of San Mateo's LCP; and 2) Appoint President Matthew Clark (or his appointed designee) to represent the District at the LCP public hearing on December 6, 2005 and any continuation of that hearing. (Woren/Pollard) Approved 4-0.

**FUTURE AGENDA ITEMS**

**ADJOURN TO CLOSED SESSION**

**1. Conference with Legal Counsel – Anticipated Litigation**

**Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (1 potential case).**

District Counsel reported that it was no longer necessary to conference with Legal Counsel, and the Board therefore did not adjourn to closed session.

**ADJOURN REGULAR MEETING**

The Regular Meeting was adjourned at 11:14 p.m.

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

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Fran Pollard, Secretary

Date Approved: December 15, 2005